



State of Hawaii Department of Transportation Highways Division

ADOPT-A-HIGHWAY APPLICATION **& AGREEMENT FORM**

The State of Hawaii Department of Transportation, hereinafter called the "Department," and _____, hereinafter called the "Group," recognizing the need and desirability of reducing litter along state highways, shall uphold this Agreement which allows the Group to adopt a section of state highway for litter removal. The Department will work with the Group to determine the section of state highway to be adopted. Highways that lack a sufficiently wide right-of-way and pose safety risks are not considered for adoption.

TERMS AND CONDITIONS

The Group agrees to the following terms and conditions:

1. The Group shall adopt a section of state highway at least two miles in length, as to be determined and assigned by the Department.
2. The Group shall adopt that section of state highway for a minimum of two years and have the option of renewing their term every two years.
3. The Group shall conduct at least two safety meetings per year. All participants must attend a safety meeting before participating in a roadside clean up.
4. The Group shall obtain required supplies and materials from the Department.
5. The Group shall pick up litter along their adopted section of highway a minimum of four times a year. Although not mandatory, the Department recommends that one of these cleanups occur during the Department's annual Litter Bugs Me! Cleanup event.
6. The Group shall place filled trash bags at one location along their adopted highway section for pick-up by the Department. The Group shall notify the Department of the date and location for pick-up by submitting a **Request for Rubbish Bag Removal** form. The Group shall not remove hazardous items, but rather notify the Department. The Group shall submit a **Clean Up Report** within one week following the cleanup.
7. The Group shall obtain a signed parental release form for every participant from 12 to 17 years of age and provide at least two adult supervisors for every ten minors under the age of 18 years. All participants must be at least 12 years of age.
8. The Group agrees to save and hold harmless the State of Hawaii, its offices, agents, representatives, successors and assigns, from any and all suits of actions of every nature and kind which may be brought for or on account of any injury, death or damage arising or growing out of activities performed by the Group under this Agreement.

The Department agrees to:

1. Install a sign at the beginning of the adopted section with the Group's name or acronym.
2. Provide t-shirts, trash bags, gloves and safety literature for use by the Group.
3. Remove all filled trash bags within a week after the Group's cleanup.
4. Allow the Group to coordinate publicity efforts and solicit local media coverage.

If the Department determines that the Group is not meeting its obligations under this Agreement, the Department may terminate this Agreement upon 30 days notice, and thereafter remove the signs.

The Department recognizes the Group as the adopting organization for the section of (DOT to specify section of adopted highway here), and the Group accepts the responsibility for picking up litter on this section of state highway and promoting a litter-free environment in the community for a period beginning (Mo. Day, Year) and ending (Mo. Day, Year) (minimum of two years).

Name of Group or Organization

President (Print)

Type of Group or Organization

Number of Participants

Adopt-A-Highway Chairperson (Print)

(Signature)

Address

Daytime Phone Number

Fax Number

E-mail address of Chairperson

Date of Application/Agreement

Wording for Adopt-A-Highway Sign

(23 characters maximum, including spaces)

Names of individuals or political groups, logos, phone numbers, e-mails or websites are not permitted.

Mail to 727 Kakoi Street, Honolulu HI 96819 or Fax to 831-6725. For Questions, call 831-6712 or 831-6792.

For DOT Use Only

Adopt-A-Highway Coordinator